

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet**

County(ies): San Diego Fiscal Year: 2005-06

Program Workplan #: CY-5.2 Date: 2/28/06

Program Workplan Name: Outpatient Therapy / Outpatient Juvenile Court and Community Services (JCCS) Page: 1 of 9

Type of Funding: 3. Outreach and Engagement Months of Operation: 3

Proposed Total Client Capacity of Program/Service: 167 New Program/Service or Expansion: Expansion

Existing Client Capacity of Program/Service: 152 Prepared by: Michelle Peterson

Client Capacity of Program/Service Expanded through MHSA: 15 Telephone Number: (619) 563-2715

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
<b>A. Expenditures</b>				
<b>1. Client, Family Member and Caregiver Support Expenditures</b>				
a. Clothing, Food and Hygiene			\$0	\$0
b. Travel and Transportation				\$0
c. Housing				
i. Master Leases				\$0
ii. Subsidies				\$0
iii. Vouchers				\$0
iv. Other Housing				<u>\$0</u>
d. Employment and Education Supports				\$0
e. Other Support Expenditures (provide description in budget narrative)				<u>\$0</u>
f. Total Support Expenditures	\$0	\$0	\$0	\$0
<b>2. Personnel Expenditures</b>				
a. Current Existing Personnel Expenditures (from Staffing Detail)			\$303,490	\$303,490
b. New Additional Personnel Expenditures (from Staffing Detail)				\$0
c. Employee Benefits			\$71,285	\$71,285
d. Total Personnel Expenditures	\$0	\$0	\$374,775	\$374,775
<b>3. Operating Expenditures</b>				
a. Professional Services			\$19,985	\$19,985
b. Translation and Interpreter Services			\$50	\$50
c. Travel and Transportation			\$16,652	\$16,652
d. General Office Expenditures			\$3,767	\$3,767
e. Rent, Utilities and Equipment			\$58,205	\$58,205
f. Medication and Medical Supports			\$7,000	\$7,000
g. Other Operating Expenses (provide description in budget narrative)			<u>\$6,967</u>	<u>\$6,967</u>
h. Total Operating Expenditures	\$0	\$0	\$112,625	\$112,625
<b>4. Program Management</b>				
a. Existing Program Management			\$72,830	\$72,830
b. New Program Management				<u>\$0</u>
c. Total Program Management		\$0	\$72,830	\$72,830
<b>5. Estimated Total Expenditures when service provider is not known</b>	\$90,000			\$90,000
<b>6. Total Proposed Program Budget</b>	\$90,000	\$0	\$560,230	\$650,230
<b>B. Revenues</b>				
<b>1. Existing Revenues</b>				
a. Medi-Cal (FFP only)			\$498,605	\$498,605
b. Medicare/Patient Fees/Patient Insurance				\$0
c. Realignment				\$0
d. State General Funds				\$0
e. County Funds				\$0
f. Grants				
g. Other Revenue				<u>\$0</u>
h. Total Existing Revenues	\$0	\$0	\$498,605	\$498,605
<b>2. New Revenues</b>				
a. Medi-Cal (FFP only)	\$0			\$0
b. Medicare/Patient Fees/Patient Insurance				\$0
c. State General Funds	\$0			\$0
d. Other Revenue				<u>\$0</u>
e. Total New Revenue	\$0	\$0	\$0	\$0
<b>3. Total Revenues</b>	\$0	\$0	\$498,605	\$498,605
<b>C. One-Time CSS Funding Expenditures</b>	\$171,538			\$171,538
<b>D. Total Funding Requirements</b>	\$261,538	\$0	\$61,625	\$323,163
<b>E. Percent of Total Funding Requirements for Full Service Partnerships</b>				<b>0.0%</b>



**Mental Health Services Act CSS Budget Narrative**

County(ies): San Diego Fiscal Year: 2005-06

Page: 3 of 9

Program Workplan #: CY-5.2

Date: 02/28/06

Program Workplan Name: Outpatient Therapy / Outpatient Juvenile Court and Community Services (JCCS)

Type of Funding: 3. Outreach and Engagement

New Program/Service or Expansion: Expansion

<u>Line #</u>	<u>Amount</u>	<u>Description / Justification</u>
A.3.g	\$6,967	Other Operating Expenses includes professional liability insurance (\$4,228), other insurance (\$1,089), staff development and training (\$1,000), tax & license fees (\$130), dues and subscriptions (\$260) and interest expense (\$260)
A.5	\$90,000	Please note this program will be expanding an existing program via a contract amendment and the provider is currently in the process of preparing the budget. Therefore, the estimated total expenditures (when service provider's budget has not yet been approved) for a full 12 months were derived by calculating the average cost per client for similar services among existing providers from FY 2005-06 budgets times the number of clients expected to be served in the fiscal year. Please note the existing program does not use an evidence based practice model. The new program will use such a model and as such the caseload per clinician is drastically reduced in the first couple of years until staff are fully trained. In the Evidence Based Practice models caseloads are typically 10-15 clients per staff compared to the existing caseloads of up to 40 clients per staff. Approximately 60-70% of the total budget are costs allocated for staff salaries and benefits. This budget is for 3 months from April 1, 2006 - June 30, 2006 and the total amount was derived by prorating the net annual budget amount by 25%.
A.6	\$650,230	Total Proposed Program Budget is the sum of the Estimated Total Expenditures (\$90,000) which will be a contract augmentation to the existing Community Mental Health Contract Provider Program Budget of (\$560,230).
B.1.a	\$498,605	Existing Medi-Cal (FFP Only) Revenues
B.2.a	\$0	Although this program will generate EPSDT Medi-Cal (FFP only) revenue when it is fully operational, no EPSDT Medi-Cal (FFP) is budgeted for FY 05-06 because the program will not be starting before April 1, 2006. As it is a new program starting late in the fiscal year, the EPSDT Medi-Cal is not expected to be material until FY 06-07
B.3	\$498,605	Total Revenues is the sum of all new (B.2.e) and existing revenue (B.1.a)
C	\$171,538	One-Time CSS Funding Expenditures are the sum of the following  One-time CSS funding for start-up and implementation expenditures for this program are equivalent to 6 weeks of service operations. Our County has used this method before with new programs and based on our past experience the equivalent of 6 weeks of funding seems to be a sufficient amount for Contractors to purchase most of the equipment and supplies needed for a new program. The majority of start-up funds are budgeted to purchase equipment such as computer hardware, software, cell phones, copier, fax, furniture and other office equipment and transportation for clients (if needed). Additionally, these funds may be used to secure or expand office space. Implementation funds are also needed for program staff to recruit, hire, and train personnel and will be used to develop initial program outreach strategies to get this program up and running. These start-up costs will be expended in the first quarter of FY 05-06 between April 1, 2006 - June 30, 2006.
	\$130,000	One-time CSS funds for potential evidence-based practice such as "Functional Family Therapy (FFT)" model. This amount was based upon our research into the cost of this specific training for this program and the number of staff associated with it. These funds will begin to expended in the fourth quarter of FY 05-06 between April 1, 2006 - June 30, 2006. This certification training occurs in 3 phases over 3 years. The total cost for a 6 person team is expected to be about \$60,000 per team or \$120,000 for 2 teams. One team would be made up of the new staff and another team would be from the existing staff. This includes all travel, lodging, meals (per diem), transportation for trainers and trainees. An additional \$10,000 has been budgeted for replacement staff training in the event of staff turnover.
D	\$323,163	Total Funding Requirements equals the total proposed program budget less total revenues (B.3) plus one-time CSS funding expenditures(C).

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet**

County(ies): San Diego Fiscal Year: 2006-07

Program Workplan #: CY-5.2 Date: 2/28/06

Program Workplan Name: Outpatient Therapy / Outpatient Juvenile Court and Community Services (JCCS) Page: 4 of 9

Type of Funding: 3. Outreach and Engagement Months of Operation: 12

Proposed Total Client Capacity of Program/Service: 212 New Program/Service or Expansion: Expansion

Existing Client Capacity of Program/Service: 152 Prepared by: Michelle Peterson

Client Capacity of Program/Service Expanded through MHSA: 60 Telephone Number: (619) 563-2715

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
<b>A. Expenditures</b>				
<b>1. Client, Family Member and Caregiver Support Expenditures</b>				
a. Clothing, Food and Hygiene				\$0
b. Travel and Transportation				\$0
c. Housing				
i. Master Leases				\$0
ii. Subsidies				\$0
iii. Vouchers				\$0
iv. Other Housing				\$0
d. Employment and Education Supports				\$0
e. Other Support Expenditures (provide description in budget narrative)				\$0
f. Total Support Expenditures	\$0	\$0	\$0	\$0
<b>2. Personnel Expenditures</b>				
a. Current Existing Personnel Expenditures (from Staffing Detail)			\$303,490	\$303,490
b. New Additional Personnel Expenditures (from Staffing Detail)				\$0
c. Employee Benefits			\$71,285	\$71,285
d. Total Personnel Expenditures	\$0	\$0	\$374,775	\$374,775
<b>3. Operating Expenditures</b>				
a. Professional Services			\$19,985	\$19,985
b. Translation and Interpreter Services			\$50	\$50
c. Travel and Transportation			\$16,652	\$16,652
d. General Office Expenditures			\$3,767	\$3,767
e. Rent, Utilities and Equipment			\$58,205	\$58,205
f. Medication and Medical Supports			\$7,000	\$7,000
g. Other Operating Expenses (provide description in budget narrative)			\$6,967	\$6,967
h. Total Operating Expenditures	\$0	\$0	\$112,625	\$112,625
<b>4. Program Management</b>				
a. Existing Program Management			\$72,830	\$72,830
b. New Program Management				\$0
c. Total Program Management		\$0	\$72,830	\$72,830
<b>5. Estimated Total Expenditures when service provider is not known</b>	\$393,000			\$393,000
<b>6. Total Proposed Program Budget</b>	\$393,000	\$0	\$560,230	\$953,230
<b>B. Revenues</b>				
<b>1. Existing Revenues</b>				
a. Medi-Cal (FFP only)			\$498,605	\$498,605
b. Medicare/Patient Fees/Patient Insurance				\$0
c. Realignment				\$0
d. State General Funds				\$0
e. County Funds				\$0
f. Grants				
g. Other Revenue				\$0
h. Total Existing Revenues	\$0	\$0	\$498,605	\$498,605
<b>2. New Revenues</b>				
a. Medi-Cal (FFP only)	\$18,150			\$18,150
b. Medicare/Patient Fees/Patient Insurance				\$0
c. State General Funds	\$14,850			\$14,850
d. Other Revenue				\$0
e. Total New Revenue	\$33,000	\$0	\$0	\$33,000
<b>3. Total Revenues</b>	\$33,000	\$0	\$498,605	\$531,605
<b>C. One-Time CSS Funding Expenditures</b>				\$0
<b>D. Total Funding Requirements</b>	\$360,000	\$0	\$61,625	\$421,625
<b>E. Percent of Total Funding Requirements for Full Service Partnerships</b>				0.0%

County(ies):	San Diego	Fiscal Year:	FY 06-07
Program Workplan #	CY-5.2	Date:	2/28/06
Workplan Name	Outpatient Therapy / Outpatient Juvenile Court and Community Services (JCCS)	Page:	5 of 9
Type of Funding	3. Outreach and Engagement	Months of Operation	12
Proposed Total Client Capacity of Program/Service:	212	New Program/Service or Expansion	Expansion
Existing Client Capacity of Program/Service:	152	Prepared by:	Michelle Peterson
Capacity of Program/Service Expanded through MHSA:	60	Telephone Number:	(619) 563-2715

a/ Enter the number of FTE positions that will be staffed with clients, family members or caregivers.  
b/ Include any bi-lingual pay supplements (if applicable). Round each amount to the nearest whole dollar.

**Mental Health Services Act CSS Budget Narrative**

County(ies): San Diego

Fiscal Year: 2006-07

Page: 6 of 9

Program Workplan #: CY-5.2

Date: 02/28/06

Program Workplan Name: Outpatient Therapy / Outpatient Juvenile Court and Community Services (JCCS)

Type of Funding: 3. Outreach and Engagement      New Program/Service or Expansion: Expansion

<u>Line #</u>	<u>Amount</u>	<u>Description / Justification</u>
A.3.g	\$6,967	Other Operating Expenses includes professional liability insurance (\$4,228), other insurance (\$1,089), staff development and training (\$1,000), tax & license fees (\$130), dues and subscriptions (\$260) and interest expense (\$260).
A.5	\$393,000	Please note this program will be expanding an existing program via a contract amendment and the provider is currently in the process of preparing the budget. Therefore, the estimated total expenditures (when service provider's budget has not yet been approved) were derived by calculating the average cost per client for similar services among existing providers from FY 2005-06 budgets times the number of clients expected to be served in the fiscal year. Please note the existing program does not use an evidence based practice model. The new program will use such a model and as such the caseload per clinician is drastically reduced in the first couple of years until staff are fully trained. In the Evidence Based Practice models caseloads are typically 10-15 clients per staff compared to the existing caseloads of up to 40 clients per staff. Approximately 60-70% of the total budget are costs allocated for staff salaries and benefits. This budget is for 12 months from July 1, 2006 - June 30, 2007.
A.6	\$953,230	Total Proposed Program Budget is the sum of the Estimated Total Expenditures (\$393,000) which will be a contract augmentation to the existing Community Mental Health Contract Provider Program Budget of (\$560,230).
B.1.a	\$498,605	Existing Medi-Cal (FFP Only) Revenues
B.2.a	\$18,150	If applicable, new revenues were estimated for EPSDT Medi-Cal (FFP only) given the estimated number of clients and services expected to be Medi-Cal eligible.
B.2.c	\$14,850	If applicable, new revenues were estimated for EPSDT Medi-Cal (State General Fund) given the estimated number of clients and services expected to be Medi-Cal eligible.
B.2.e	\$33,000	Total New Revenue is the total EPSDT Medi-Cal revenue including the FFP and State General Fund portion.
B.3	\$531,605	Total Revenues is the sum of all new (B.2.e) and existing revenue (B.1.a).
D	\$421,625	Total Funding Requirements equals the total proposed program budget less total revenues (B.3) plus one-time CSS funding expenditures(C).

**EXHIBIT 5a--Mental Health Services Act Community Services and Supports Budget Worksheet**

County(ies): San Diego Fiscal Year: 2007-08  
 Program Workplan #: CY-5.2 Date: 2/28/06  
 Program Workplan Name: Outpatient Therapy / Outpatient Juvenile Court and Community Services (JCCS) Page: 7 of 9  
 Type of Funding: 3. Outreach and Engagement Months of Operation: 12  
 Proposed Total Client Capacity of Program/Service: 212 New Program/Service or Expansion: Expansion  
 Existing Client Capacity of Program/Service: 152 Prepared by: Michelle Peterson  
 Client Capacity of Program/Service Expanded through MHSA: 60 Telephone Number: (619) 563-2715

	County Mental Health Department	Other Governmental Agencies	Community Mental Health Contract Providers	Total
<b>A. Expenditures</b>				
<b>1. Client, Family Member and Caregiver Support Expenditures</b>				
a. Clothing, Food and Hygiene				\$0
b. Travel and Transportation				\$0
c. Housing				
i. Master Leases				\$0
ii. Subsidies				\$0
iii. Vouchers				\$0
iv. Other Housing				\$0
d. Employment and Education Supports				\$0
e. Other Support Expenditures (provide description in budget narrative)				\$0
f. Total Support Expenditures	\$0	\$0	\$0	\$0
<b>2. Personnel Expenditures</b>				
a. Current Existing Personnel Expenditures (from Staffing Detail)			\$303,490	\$303,490
b. New Additional Personnel Expenditures (from Staffing Detail)				\$0
c. Employee Benefits			\$71,285	\$71,285
d. Total Personnel Expenditures	\$0	\$0	\$374,775	\$374,775
<b>3. Operating Expenditures</b>				
a. Professional Services			\$19,985	\$19,985
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c. Travel and Transportation			\$16,652	\$16,652
d. General Office Expenditures			\$3,767	\$3,767
e. Rent, Utilities and Equipment			\$58,205	\$58,205
f. Medication and Medical Supports			\$7,000	\$7,000
g. Other Operating Expenses (provide description in budget narrative)			\$6,967	\$6,967
h. Total Operating Expenditures	\$0	\$0	\$112,625	\$112,625
<b>4. Program Management</b>				
a. Existing Program Management			\$72,830	\$72,830
b. New Program Management				\$0
c. Total Program Management		\$0	\$72,830	\$72,830
<b>5. Estimated Total Expenditures when service provider is not known</b>	\$393,000			\$393,000
<b>6. Total Proposed Program Budget</b>	\$393,000	\$0	\$560,230	\$953,230
<b>B. Revenues</b>				
<b>1. Existing Revenues</b>				
a. Medi-Cal (FFP only)			\$498,605	\$498,605
b. Medicare/Patient Fees/Patient Insurance				\$0
c. Realignment				\$0
d. State General Funds				\$0
e. County Funds				\$0
f. Grants				
g. Other Revenue				\$0
h. Total Existing Revenues	\$0	\$0	\$498,605	\$498,605
<b>2. New Revenues</b>				
a. Medi-Cal (FFP only)	\$18,150			\$18,150
b. Medicare/Patient Fees/Patient Insurance				\$0
c. State General Funds	\$14,850			\$14,850
d. Other Revenue				\$0
e. Total New Revenue	\$33,000	\$0	\$0	\$33,000
<b>3. Total Revenues</b>	\$33,000	\$0	\$498,605	\$531,605
<b>C. One-Time CSS Funding Expenditures</b>				\$0
<b>D. Total Funding Requirements</b>	\$360,000	\$0	\$61,625	\$421,625
<b>E. Percent of Total Funding Requirements for Full Service Partnerships</b>				0.0%

County(ies):	<u>San Diego</u>	Fiscal Year:	<u>FY 07-08</u>
Program Workplan #	<u>CY-5.2</u>	Date:	<u>2/28/06</u>
Workplan Name:	<u>Outpatient Therapy / Outpatient Juvenile Court and Community Services (JCCS)</u>	Page:	<u>8 of 9</u>
Type of Funding:	<u>3. Outreach and Engagement</u>	Months of Operation:	<u>12</u>
Proposed Total Client Capacity of Program/Service:	<u>212</u>	New Program/Service or Expansion:	<u>Expansion</u>
Existing Client Capacity of Program/Service:	<u>152</u>	Prepared by:	<u>Michelle Peterson</u>
Client Capacity of Program/Service Expanded through MHSA:	<u>60</u>	Telephone Number:	<u>(619) 563-2715</u>

a/ Enter the number of FTE positions that will be staffed with clients, family members or caregivers.  
b/ Include any bi-lingual pay supplements (if applicable). Round each amount to the nearest whole dollar.



## Mental Health Services Act CSS Budget Narrative

County(ies): San Diego

Program Workplan #: (

Program Workplan Nan

Type of Funding: 3. Ou

<u>Line #</u>	<u>Amount</u>
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A.3.g	\$6,967
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A.5	\$393,000
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A.6	\$953,230
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B.1.a	\$498,605
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B.2.a	\$18,150
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B.2.c	\$14,850
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B.2.e	\$33,000
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B.3	\$531,605
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D	\$421,625
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